

CITY OF DERBY
APPROVED MINUTES SENIOR SERVICES ADVISORY BOARD
10:00 A.M.
March 3, 2011

ROLL CALL

MICKEY BOWIE
BARBARA KLISH
WILLIAM MULFORD
JIM WELLS

GERALD BROWNLEE - ABSENT
ELEANOR UNDERWOOD
MARILYN NEWKOLD - ABSENT

CITY STAFF

DEE WILLIAMS
KIM HART
STEPHANIE KNEBEL
ASHLEY BECK

Public Forum

Agenda Item #1

RE: 50" TV.

Dee Williams stated the 50" TV has been purchased.

RE: Harold Cartwright Memorial.

Dee Williams stated the Harold Cartwright Memorial will be presented at the City Council Meeting March 22nd. Dee said she would like the Board members to attend that meeting and thank the family. The total of that memorial was \$1,995 and the family is purchasing a new outside bench for the front of the building. Discussion was held.

RE: My Senior Center.

Dee Williams stated the training date for My Senior Center was changed to March 15th. The training is an all day training for the staff.

RE: Classroom Door.

William Mulford said the door that opens into the hallway is a hazard. Dee Williams explained that the door latch is not working correctly. Discussion was held and Stephanie Kneble said they will check with Ted Austin and see if anything can be done. Discussion was held. Eleanor Underwood stated that there is a gap under the outside west door in the Austin Room. She said air blows under the door and even snow when the weather was bad.

Agenda Item #2

RE: Advisory Board Fund report.

William Mulford reviewed the Board Fund report for February 2011. The beginning balance for the month of February was \$5,107.94 and ending balance \$4,954.31. William told the Board that the Biscuit & Gravy Breakfast receipts are dropping every month. Discussion was held.

MOTION: Jim Wells moved to receive and file the Advisory Board Fund report for February 2011.

Mickey Bowie seconded.

VOTE: 4 yea, motion carried.

Agenda Item #3

RE: Approval of Minutes.

MOTION: William Mulford moved the minutes for the February 2, 2011 Advisory Board Meeting be approved as written.

Barbara Klish seconded.

VOTE: 4 yea, motion carried.

Agenda Item #4

RE: Derby Dash Scholarship Fund.

Dee Williams reviewed the Derby Dash Scholarship Fund report. The ending balance for February 2011 was \$2,105 with \$160 used for scholarships.

MOTION: Barbara Klish moved to receive and file the February Derby Dash Scholarship Fund report.

Mickey Bowie seconded.

VOTE: 4 yea, motion carried.

Agenda Item #5

RE: Good Neighbor Nutrition Program Lunch Coupon report February 2011.

Dee Williams reviewed the Good Neighbor Nutrition Program Lunch Coupon report. There were no coupons used in February. Beginning and ending balance was \$87.

MOTION: Mickey Bowie moved to receive and file the January Good Neighbor Nutrition Program.

Marilyn Newkold seconded.

VOTE: 4 yea, motion carried.

Agenda Item #6

RE: Accreditation.

Ashley Beck let the Board know that she Dee Williams and Stephanie Knebel met on Monday to review the Accreditation book and it was mailed Monday. Dee said she called and verified receipt of the book. Dee and the Board thanked Ashley for all of her hard work.

Agenda Item #7

RE: Ice Tea and Water Dispensers.

Dee Williams the Senior Center is in need of a couple new drink dispensers. Dee asked the Board if they would purchase them for a total cost of \$81.22

MOTION: William Mulford made a motion the Board buy a new water and ice tea dispenser. Barbara Klish seconded.

VOTE: 4 yea, motion carried.

Agenda Item #8

RE: Rules of Conduct.

Dee Williams explained to the Board that they have in their notebook the Rules of Conduct. She said that she has a couple additions to it. The first is:

- If patrons are exposed to bodily fluid, such as blood, saliva, vomit, etc., notify Senior Services staff immediately. Then, clean the area using one of the cleaning kits available at the front desk, multipurpose room, fitness room and game room. Dispose of all contaminated materials in one of the bio-hazard trash cans.

Dee explained people can get into trouble helping people who are bleeding. The new Bodily Fluid Kits will be installed so they are available to the Facilitators to use. All the waste products will be disposed of in the Bio Hazard disposal.

- Individuals who continuously abuse the rules could be suspended from the Center, up to three months, at the discretion of the Administrator.

William Mulford asked if that pertained to all the rules and Dee said it does include all the rules. Discussion was held.

MOTION: Mickey Bowie made a motion to accept the new rules to the Senior Center Rules of Conduct.

Jim Wells seconded.

VOTE: 4 yea, motion carried.

ADJOURNMENT

MOTION: Barbara Klish made a motion for adjournment.

Mickey Bowie seconded.

VOTE: 4 yea, motion carried

Meeting adjourned at 11:29 AM.

Information: The next Advisory Board meeting is Wednesday
April 6, 2011 at 10:00 a.m.

Gerald Brownlee, Chair
Senior Services Advisory Board

Date